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DD/A REGISTRY
FILE: 04 M-22

ROUTING AND TRANSMITTAL SLIP

Date

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. DD/ADA	MN	25 NOV 1981
2. ADDA		
3.		
4. CMO		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

4 - For your action

Suspense: 30 Nov

cc to [redacted] — Bob —
Would you please work with
CMO on this in your role as the
ADP coordinator! Thanks,

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

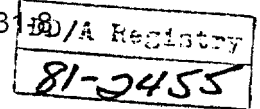| FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

☆ GPO : 1980 O - 311-156 (17)

STAT

Miller advised telephonically that
Diane Lassette is the DA focal point
officer + that [redacted] is the
alternate, per Diane.

30 NO
196 BA

STAT

81-2455

ODP-81-7228

2 4 ... ...

MEMORANDUM FOR: Director, Intelligence Community Staff
                       Deputy Director for Administration
                       Director, National Foreign Assessment Center
                       Deputy Director for Operations
                       Deputy Director for Science and Technology
                       Chairman, 'E' Career Service

FROM: James N. Glerum
                       Director of Personnel

                       Bruce T. Johnson
                       Director of Data Processing

SUBJECT: Customer Requirements for Computer Support in
                       Personnel Management Activities

1. The Office of Data Processing (ODP) and the Office of Personnel (OP) have received many requests from agency components to provide computer support in personnel management areas. The requests are directed at reducing or eliminating present manual procedures, permitting access to a component's personnel data resident in Office of Personnel's Human Resources System (HRS), and manipulating a component's own unique data.

2. A joint ODP-OP team has been established to collect and document each component's requirements for the Personnel Resource Information Management (PRIM) System. Questionnaires and related personnel management information have been formulated and will be provided to each directorate for distribution to and completion by component managers.

3. The collected information will be analyzed by the team to identify common requirements and unique requirements in each component. Subsequently, representative offices will be selected for an in-depth analysis to provide the PRIM Project Team a better understanding of component requirements.

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